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17 January 1955

MEMORANDUM FOR: Deputy Assistant Director for Personnel

THROUGH : Chief, Planning and Analysis Staff


SUBJECT : Six-Month Report of Progress and Program Plans

PROCESSING AND RECORDS DIVISION

1. The attached report reflects the activities of the Processing and Records Division (PRD), Office of Personnel, during the period 1 July through 31 December 1954 and outlines the program plans for the period 1 January through 30 June 1955.

2. Inasmuch as the operations of each Branch differ from those of the others, the three Branches of PRD are reported separately.

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Chief, Processing and Records Division

Attachment:
Report of Progress and
Program Plans

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